

# MANISTEE CITY PLANNING COMMISSION

70 Maple Street  
Manistee, MI 49660

## MEETING MINUTES

APRIL 2, 1998

A Meeting of the Manistee City Planning Commission was held on Thursday, April 2, 1998 at 7:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

**MEMBERS PRESENT:** Mike Fatke, Ray Fortier, Cyndy Fuller, Kristie Harless, Bob Hornkohl, John Lakos, John Serocki, Roger Yoder

**MEMBERS ABSENT:** Tony Slawinski

**OTHERS PRESENT:** Jeff Mikula (Abonmarche), Connie Rossman (Manistee News Advocate), R. Ben Bifoss (City Manager), Kathy Fenstermacher (City Council), David Bachman (Chief of Police), Lori Donnan (Administrative Assistant), Phil Fedder (St. Joseph Church), Dan Bathrick (Streetscape), Don Fuller (Streetscape), Jon Rose (Community Development Officer) and Denise Mikula (City Staff)

Meeting was opened at 7:04 p.m. by Chair R. Yoder.

### **PUBLIC HEARING:**

#### **St. Joseph Parish - Special Use Permit**

St. Joseph Parish has requested a Special Use Permit for putting in additional parking at 611 Hopkins Street. The Church has purchased this property with the intention of demolishing the structure and paving the lot for additional parking. The Zoning Ordinance requires a Special Use Permit be obtained in order for them to put parking on this site. Notification has been mailed to all parcels within 300 feet of this property.

Dave Varvra who owns the neighboring home at 613 Hopkins Street sent a letter that proposes landscaping be planted to act as a buffer for the proposed parking lot.

Phil Fedder of St. Joseph Parish spoke of the proposed Special Use Permit. The home that was located at 611 Hopkins Street was demolished on April 1, 1998 by the Church. In regards to the letter received from Mr. Varvra the Church has submitted an updated proposal which includes landscaping adjacent to Mr. Varvra's property and the installation of a four foot high fence along the other adjoining neighbor's property.

There being no further discussion the Public Hearing closed at 7:12 p.m.

## **SITE PLAN REVIEWS:**

No Site Plan Reviews on agenda

## **CITIZEN QUESTIONS AND CONCERNS:**

City Manager, R. Ben Bifoss introduced the new Chief of Police, David Bachman to the Planning Commission Members. The Members welcomed Mr. Bachman to the community.

## **MINUTES:**

MOTION by Lakos, seconded by Serocki, that minutes of the March 5, 1998 meeting be approved. Motion approved unanimously.

## **NEW BUSINESS:**

### **St. Joseph Parish - Special Use Permit**

A Public Hearing was held for a request from St. Joseph Parish for a Special Use Permit to allow a parking lot to be located at 611 Hopkins Street.

MOTION by Fatke seconded by Lakos that the request for a Special Use Permit for an additional parking lot located at 611 Hopkins Street for St. Joseph Parish be approved in accordance with the updated proposal dated April 1, 1998. Motion passed unanimously.

### **Streetscape**

Dan Bathrick and Don Fuller made a presentation on the proposed Streetscape for the downtown area. The designed was done by M.C. Smith and Associates. Copies of the proposal were passed out to the members along with a questionnaire that they were asked to fill out and return the Administrative Assistant Lori Donnan.

## **UNFINISHED BUSINESS:**

Cyndy Fuller asked the members about starting a rotating schedule to attend City Council Meetings and if additional meetings may be necessary. Ray Fortier normally attends most meetings and a schedule will be made for members to attend Council Meetings on a regular basis. The reports that were part of the agenda have been removed and replaced by sending members information in their packets allowing more time during the meetings for additional items. At this time the meeting schedule will stay the same.

**WORK/STUDY SESSION:**

The next worksession will be held on April 23, 1998. We have asked the Manistee Township Planning Commission if they would like to hold a joint worksession. Once confirmation is received from Manistee Township information will be forwarded to the Planning Commission Members.

**ADJOURNMENT:**

MOTION by Fortier, supported by Harless that the meeting be adjourned. Motion passed unanimously.

The meeting adjourned at 8:14 p.m.

MANISTEE PLANNING COMMISSION

  
Denise J. Mikula, Acting as Secretary

